

**CITY OF BEVERLY  
PUBLIC MEETING MINUTES**

CITY OF BEVERLY  
RECEIVED ALL REQUESTS  
CITY CLERK'S OFFICE  
2023 APR 20 A 8:24

Board: Harbor Management Authority  
Date: March 15, 2023  
Location: Beverly Public Library - Barnet Gallery  
and via Google Meet  
Members Present: Chair Paul Earl, Vice Chair Danielle Spang, Todd  
Callaghan, David Lane, George Simon, David Suminsby,  
Estelle Rand, Todd Rotondo  
Members Absent: Emily Flaherty  
Others Present: Peter Dickman (Harbormaster), Dylan Lukitsch (Economic  
Development Planner)  
Recorder: Brett Bauer

Earl calls the meeting to order at 6:45 pm.

**Approval of Minutes**

Callaghan motions to approve the February 15, 2023 minutes. Seconded by Rotondo. The motion is approved, 7-0.

**Financials Report**

Earl reports the big jump in the Capital fund is due to receivables that have come in from recreational customers. The Capital fund will shift in value due to grant matching funds being encumbered. Earl notes the bathroom cleaning and utilities are being misstated on the financials he is receiving. The utilities are the same ongoing issue of the marina and harbormaster building utilities getting lumped together. A change in the metering may be needed to resolve this. And the bathroom cleaning will move to a public bathroom cleaning expense.

**Harbormaster Update**

Dickman reports that the bills for permits have been sent out. Some moorings are opening up, and there are about 150 currently on the waiting list. Dickman will be hiring a deputy harbormaster. Work is still occurring on the Kernwood Bridge and they are splitting the detail work for this with Salem. Detail work for the electrical conduit under the Essex Bridge will be coming up. Callaghan asks if the mooring waiting list is first come first served and that no preference is given for Beverly residents. Dickman responds that they cannot differentiate between residents and non-residents for the moorings.

**Facilities Report**

Earl will delay a vote on approving changes to the commercial contracts to the next meeting and notes there have been changes in the way questions are forwarded to the City Solicitor's office.

**Earl motions (1) to request an opinion from the city's law office with regard to giving priority to Beverly residents over non-residents related to waiting list position and slip fee for both the residential and commercial marina. Callaghan seconds. The motion is approved, 8-0. Earl motions (2) to request an opinion from the city's law office with regard to installing gates and keypad locks on the entrances to the commercial float gangways. Rotondo seconds. Rotondo also notes that they should reference the locked gates that already exist for the recreational side, and that they would like to get keypads on all the locks, including the bathrooms. The motion is approved, 8-0. Earl motions (3) to request an opinion from the city's law office with regard to installing sensors on the slips to gather data on vessels departing and returning in order to determine vessel usage. Rotondo seconds. Rotondo also notes that they should inform the city's law office that the first two opinions should take priority. The motion is approved, 8-0. Earl notes that the hoist pier ladder needs to be addressed and this should probably fall under Ciancarelli' and Collins' purview.**

#### **Additional Commercial Contract Changes**

Regarding the idea of having commercial users that are not in compliance with any potential contract requirements for actively fishing, Suminsby questions whether the HMA should be the body to render a judgment or whether the marina manager should just make this decision. Earl responds that they would not want to assign that judgment authority to a single person. Lane feels the marina manager may need to maintain a working relationship with commercial users and would benefit from being removed from this type of enforcement. **Earl motions to request an opinion from the city's law office with regard to enforcement of sections 4 and 8 of the existing commercial marina contracts. Rotondo seconds.** Callaghan asks to confirm that the process would be for the marina manager to refer problems to the HMA, and then the HMA would vote on the matter, and then the Harbormaster would have the authority to remove the vessel from the marina. Earl agrees that this would be the process. **The motion is approved, 8-0.**

#### **Commercial Customer Input**

Earl notes that they will be addressing the hoist pier ladder. He asks if they should think about a bait locker. All agree that the biggest complaint is about the anglers, and there is discussion about the large number of anglers present when the quid are running. Rand suggests embracing this as there is little they can do about enforcement. Suminsby asked if a fake falcon could be a cheap win. He will research this idea along with the addition of spikes to keep birds away from the floats. Callaghan adds that fake animals do not usually work for long and that Newburyport acquired a real falcon for this issue. Spang suggests signage to not feed the birds. Callaghan will look into this. Spang agrees to research bait lockers. Earl concludes with the hope that the security issues will be addressed by the City Solicitor's opinions.

**Kayak Racks**

Suminsby went to the Parks and Recreation Board meeting to discuss the expansion of kayak racks. There were concerns about too many racks getting installed. Their main concern was parking and that non-residents would still need to pay for a parking sticker at Lynch Park. Rand notes that the only concerns she has heard about parking with regard to the kayak racks are people parking on the access road to Pleasant View Beach. She felt they could communicate to kayak rack users, either in the contract or at sticker issuance, that the sticker does not infer parking rights and that parking regulations must still be observed. Rand suggests a larger matter for discussion is how the Parks and Recreation Board does not see how kayak racks fit into recreational opportunities in the city. Suminsby adds that the group was unsure if this falls under their purview as a capital improvement to park land. Callaghan suggests that for the next Harbor Fest they could have a map of the North Shore for attendees to identify where they live. Rand will attend the next Parks and Recreation meeting to represent the HMA.

**Pier Interactive**

Spang reports that Wynn and Lukitsch will talk more about putting together a judicial committee for this project.

**Falco Project**

Earl reports that the contract is being circulated among the city departments and they are still targeting April 1st as a start date. Lukitsch has done more analysis on the data looking at the distribution of length of stay at the transient dock. Earl would next like to look at these distributions over different times of the day and days of the week. He thinks they could make changes to the time intervals for the transient tie ups by Memorial Day. Callaghan asks if they have confirmed that the second contract for slip sensors and electrical meters could measure electrical usage at the customer level. Earl confirmed this is true.

**Commercial Hoist Construction Grant**

Earl reports that the design of the hoist pier is still in process.

**Float Expansion Feasibility Grant**

Earl reports they are trying to transfer this work to Foth.

**New Floats (Rowand's acquisition)**

Earl reports that matching funds for this was approved by the City Council.

**Pump Out Boat**

Dickman, Rand, and Rotondo will confirm and clarify if matching funds and acceptance of this grant has been approved by City Council.

**Municipal Vulnerability Preparedness (MVP) Grant - Bass River area**

Spang reports that the Bass River walk & talk last Saturday was well attended with about 20 or so people. Warren from Salem Sound Coast Watch led the tour. This coming Tuesday at 6pm, there will be a zoom meeting to present the findings of the study. The link for the meeting should be published shortly.

**Collecting Unpaid Permit and Slip Fees**

One commercial customer owes \$600-\$700 in permit fees and a little over \$6,000 in slip fees. The matter is being discussed with the city's legal department, including how they can enforce section 20 of the commercial marina contract. Dickman and Ciancarelli are working with the legal department to stipulate a payment plan with timelines and consequences if due dates are not met.

**Chapter 91 Licenses**

Spang has no new permits/updates to report. Callaghan notes that DEP has recently uploaded their Chapter 91 license data to GIS such that one can click on a dock or parcel and pull up the Chapter 91 license.

**Mission Boathouse**

Earl reports that the restaurant is now open. Rotondo adds that parking kiosks will be installed soon.

**Adding New HMA Members**

Earl reports that one new member, Joe Crowell, who attended the last meeting, was before the mayor for appointment. Rotondo adds that Mike Murphy, from the commercial marina, is also interested.

**Signage Phase 3**

Earl asks Callaghan to address this at the next meeting.

**Garage Parking Flyer**

Earl reports that Rand has drafted a flier to inform and direct marina users and Glover Wharf visitors of the MBTA parking garage. They can vote to approve this at the April meeting and then distribute to all customers.

**Issue of Feeding Ducks behind Starbucks on Elliott Street**

Rotondo raises this issue, as it has been brought to his attention. Earl asks if they could include this with the other sign issues. Callaghan asks what leverage they have in addressing this concern, such as public health reasons. Rand suggests looking at the sign at the pond near Danvers Public Library as an example of how to address this issue through signage.

**Marina Trash Skimmer**

Earl reports that Ross Kessler was going to look into grants from DMF for this. Rotondo suggested checking with Barrett, the Grants Coordinator, about sources of grants for this equipment.

**Transient Moorings/Dockwa/Snag-A-Slip**

Earl reports that he met with Sang-A-Slip to learn more about their software platform and consider them as an additional option and/or alternative to Dockwa. Five other local marinas use both software platforms. Earl, Dickman, and Ciancarelli will talk to these marinas and compare the two apps. It seems that Dockwa collects more demographic information that could be valuable, and Snag-A-Slip is more minimalist. **Earl motions to approve up to \$5,000 for implementation of Dockwa's software subject to the City's approval. Rotondo seconds.** Discussion: Lane asks if this will just be for the transient moorings. Earl clarifies that it will also be for the transient float, and he would like to experiment with using it for leased slips when they know the slips will be vacant. Earl suggests they could charge \$30-40/night for moorings, 3/foot/night for slips, and \$.50/ft/hr. with 2 hours minimum for linear float short term stays. Callaghan asks to confirm that this does not preclude them from using Snag-A-Slip. Earl confirms and notes that the Harbormaster's office would manage this system. **The motion is approved, 8-0.**

**Adjournment**

There being no further business before the Harbor Management Authority this evening, Suminsby makes a motion to adjourn. Rotondo seconds. Motion to adjourn is approved (8-0).

The HMA Meeting is adjourned at 8:55 pm.